



UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA
U.S. COURTHOUSE
312 NORTH SPRING STREET
LOS ANGELES, CALIFORNIA 90012-4797
TEL: 213-894-0978
FAX: 213-894-8522

TRAVEL REQUEST AND AUTHORIZATION

Traveler:

(Include address, phone and fax numbers)

In Case/Matter of:

Docket Number:

Person Represented:

(If traveler is not the appointed CJA Attorney, include the name of the CJA Attorney)

Travel Dates:

Purpose of Travel:

(Briefly describe the reason for the trip including the destination, city and state, and anticipated expenses)

Pursuant to Section 702 of the Federal Courts Administration Act of 1992, Public Law 102-572, 106 Stat. 4506, the above listed traveler is authorized to obtain government rates for the above described travel. National Travel Service ("NTS") is to be contacted at 1-800-445-0668 to arrange the travel. NTS is to be advised that the Authorized Traveler is a CJA panel Attorney/Expert for the Central District of California and that charges are to be made to the Court's account. In addition, the docket number must also be provided to NTS. **Upon receipt of the itinerary, the traveler shall forward a copy to the Office of the CJA Supervising Attorney. Within 10 calendar days of completion of the above travel, a copy of this Travel Authorization, along with a copy of the passenger receipt, must be returned to the Office of the CJA Supervising Attorney.**

Reimbursement for lodging (exclusive of tax) and meals is limited to \$_____ per night and \$38.00 on last day of travel.

Date

Judicial Officer